

**Water/Wastewater Commissioners’
Meeting Minutes
June 19, 2012**

Present: Robert E. Courage, Chairman
Dale A. White, Vice-Chairman
Michael E. Putnam, Member
David Boucher, Superintendent
Evelyn Gendron

Call to Order:

Chairman Courage called the meeting to order at 6:04 p.m.

Non--Public Session (RSA 91A:3 II (d) Land). Vice-Chairman White moved to enter into Non-public session at 6:04 p.m. in accordance with RSA 91:A3 II (d) for a discussion regarding land. Vice-Chairman White polled Chairman Courage and Commissioner Putnam. Commissioner Putnam seconded the motion; all voted in favor. Upon exiting the non-public session at 6:53 p.m., Chairman Courage said there were no announcements.

Non--Public Session (RSA 91A:3 II (d) Land). Chairman Courage moved to enter into Non-public session at 6:55 p.m. in accordance with RSA 91:A3 II (d) for a discussion regarding land. Chairman Courage polled Vice-Chairman White and Commissioner Putnam. Vice-Chairman White seconded the motion; all voted in favor. Upon exiting the non-public session at 7:25 p.m., Chairman Courage said there were no announcements.

Decisions:

Approval of Final Minutes – Vice-Chairman White made the motion to approve the minutes of the commissioners’ meeting held June 5, 2012 as amended. Commissioner Putnam seconded the motion. All voted in favor.

Septage Receiving Facility – Project Update – Superintendent Boucher presented and discussed the four quotes received from four paving companies for approximately 1,000 square yards for 2” of ¾” binder hot mix with fine grading:

\$19,950.00	Advance
\$16,890.00	Brox
\$16,100.00	Tate
\$14,500.00	DLB

Upon discussion, Commissioner Putnam made the motion to approve DLB Paving as the successful bidder to apply approximately 1,000 square yards for 2” of ¾” binder hot mix with fine grading.

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Chairman Courage seconded the motion. All voted in favor. Superintendent Boucher will notify DLB Paving. Milford Water Utilities will utilize budget funds for the payment and Mr. LaBranche, Stantec Consulting, will update the monetary calculations at the end of the project as necessary to concur with the federal funding requirements. Mr. Boucher apprised the Board of the project updates, such as the walkways, bio-filter, etc. Mr. Boucher explained the need for delaying payment of Pay Requests #7 and #8 until the payment to subcontractors by Weston & Sampson has been made.

Kokko and Keyes Wells – Decommissioning – Superintendent Boucher said that a letter has been received from the NH DES indicating no further action is needed regarding Kokko Well. Upon discussion, Vice-Chairman White made the motion to decommission the Kokko Well and transfer the Keyes Well to the Milford Recreation Department. Commissioner Putnam seconded the motion. All voted in favor.

Discussion/Information Items:

Correspondence Received re: 51 Maple Street, Billing – Superintendent Boucher said this matter has been an issue for some time and involves a property with a Milford sewer account and a Wilton water account. Since the established Milford policy & practice of disconnecting service as a result of non-payment cannot apply because of the property's water service connection with Wilton, an agreement between the Milford and Wilton Commissioners must be drafted and approved that specify the Wilton Water Commissioners' agreement to disconnect the water services if the Milford sewer and/or Wilton water billing is not paid up-to-date and a shut-off is warranted. Mr. Boucher said that he had reviewed the April 2012 minutes of a meeting during which the Wilton Water Commissioner's discussed and approved such a policy in spirit, however, a detailed, signed inter-municipal agreement is needed for clarity and enforcement. Superintendent Boucher will draft an agreement and contact the Wilton Water Commissioners and follow-up with the Milford Commissioners, as a consensus between both Boards of Commissioners is necessary. Commissioner Putnam said such an agreement is long overdue. Mr. Boucher presented correspondence between the Wilton Commissioners and the property owner and explained the property owner's claims that the water meter is faulty despite not wanting the water meter to be pulled. Mrs. Hardwick, the Water Utilities Billing Clerk explained the property's billing in arrears and summarized by saying the property's water billing is being paid, but not the sewer portion.

Truck #36 – Project Update – Superintendent Boucher apprised the commissioners of the removal and transfer of plow parts, the brackets and wing to DPW. He will investigate scrap metal value remaining.

Miscellaneous Water Utilities Department Project Updates – Superintendent Boucher said that the lobby glass ceiling is being sealed against leaks. The switch gear has not yet been received for the facility generator. Holland Tank will be pressure washed. Fire flow details regarding Prospect Tank have not been received yet. Chairman Courage said these fire flow numbers are needed as soon as possible. Mr. Boucher expects to receive a memo soon from Wright-Pierce regarding the Curtis Well design in follow-up of the recent site visit.

Activities Report – Highlights of activities were reviewed by the commissioners.

Future Appointments/Meetings:

The next Water and Wastewater Commissioners' meeting will be held at 6:00 p.m. on Tuesday, July 3, 2012 at the Water Utilities Department, 564 Nashua Street.

Adjournment:

Commissioner Putnam made the motion to adjourn the meeting at 7:55 p.m. Vice-Chairman White seconded the motion. All voted in favor.

Robert E. Courage, Chairman

Date

Dale A. White, Vice-Chairman

Date

Michael E. Putnam, Commissioner

Date